

## WHAT IS CLAIMED IS:

1. A scanner comprising:

a platen supported by a housing, said platen adapted to abut a media to be scanned;

and

a document cover adapted to sandwich said media against said platen, said document

5 cover hinged to said housing by at least one first hinge, said document cover comprising:

a base portion having a closed position and at least one open position; and

a flap portion independently hinged to said base portion by at least one second hinge, said flap portion adapted to open to enable insertion of said media onto said platen while said base portion is in said closed position.

2. The scanner of claim 1 further comprising a media receptive slot defined

between said document cover base portion and said housing, wherein said slot is revealed when said flap portion is opened.

3. The scanner of claim 2 wherein said document cover base portion further

comprises at least one guide that directs said media, inserted through said slot, onto said platen.

4. The scanner of claim 3 wherein said guides align said media on said platen in

a proper position for scanning.

5. The scanner of claim 3 wherein said document cover base portion further

comprises at least one stop disposed generally perpendicular to said guides, said stop blocking insertion of said media in a proper position for scanning of said media.

6. The scanner of claim 3 wherein two of said guides are disposed spaced apart

and generally parallel.

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7. The scanner of claim 3 wherein said guides abut an upper surface of said housing, spacing said document cover apart from said platen defining said slot.

8. The scanner of claim 3 wherein two of said guides define sides of said slot.

9. The scanner of claim 1 wherein said flap portion comprises a first snap closure portion and said document cover base portion comprises a second snap closure portion, said snap closure portions cooperatively retaining said flap in a closed position, facilitating use of said document cover as a unit.

10. The scanner of claim 1 wherein said flap portion is generally triangular.

11. The scanner of claim 1 further comprising directional icons indicating correct orientation of said media for scanning.

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12. A method for scanning a media, said method comprising the steps of:  
providing a flatbed scanner comprising a platen supported by a housing;  
mounting a hinged document cover selectively disposed over said platen to said  
housing, said cover comprising a base portion hinged to said housing and a flap portion  
independently hinged to said base portion;  
5 opening said flap to reveal a media receptive slot defined between said base portion of  
said cover and said housing;  
inserting a media to be scanned into said slot onto said platen;  
closing said flap; and  
initiating an electronic image scan of said media.

10  13. The method of claim 12 wherein said inserting step further comprises the step  
of:

guiding said media onto said platen, aligned for scanning.

14. The method of claim 13 wherein said guiding step further comprises the step  
of:

stopping insertion of said media on said platen, aligned for scanning.

15. The method of claim 12 wherein said opening step includes snapping said flap  
open.

16. The method of claim 12 wherein said closing step includes snapping said flap  
closed.

17. The method of claim 12 wherein said mounting step includes removably  
hinging said document cover to said housing.

18. A scanner comprising:

means for scanning an electronic image of a media;

means for selectively covering media disposed on a platen of said scanner;

means for removably hinging said means for covering from said scanner;

means for defining a media receptive slot between said means for covering and said

platen; and

means for revealing said slot, said means for revealing independently hinged to said means for covering.

19. The scanner of claim 18 further comprising means for guiding said media

inserted into said slot into proper alignment on said platen for scanning.

20. The scanner of claim 18 further comprising means for stopping insertion of

said media on said platen, aligned for scanning.

21. The scanner of claim 18 further comprising means for snap closing said means

for revealing to said means for covering prior to scanning of said media.